

MIAMI TOWNSHIP BOARD OF TRUSTEES

JULY 21, 2015

The Miami Township Board of Trustees met in regular session on Tuesday, July 21, 2015 at 7:00 PM. Trustee Mary Makley Wolff called the meeting to order. Andrew Liski of Troop 502 led the Pledge of Allegiance. The invocation was a moment of silence for the military personnel that were killed in Chattanooga, Tennessee. Fiscal Officer Mr. Ferry called the roll. Attending were Trustees Mary Makley Wolff, Karl Schultz and Ken Tracy. Mr. Schultz made a motion to approve the minutes of the June 16, 2015 business meeting and the July 13, 2015 work session, seconded by Mr. Tracy with all voting "AYE".

Correspondence: Mr. Ferry advised of one liquor permit from JBS Food Mart at 6380 Branch Hill Guinea Pike. There are no objections to the permit request.

Proclamations and Special Presentations: Assistant Fire Chief Mack advised the Fire/EMS has been in the forefront of quickly recognizing and responding to cardiac EMS calls. The American Heart Association has recently recognized departments that offer a high level of cardiac care. Assistant Chief Mack introduced Mr. Koontz of the American Heart Association. Mr. Koontz presented the Miami Township Fire/EMS Department with their Mission Lifeline Award / 2015 EMS Silver Performance Achievement Award for their critical lifesaving care with cardiac patients.

Department Reports: A representative of each department presented a report of activities during the month of February 2015.

Finance	Mr. Ferry
Administration	Ms. Thompson
Planning/Zoning	Mr. Elliff
Fire/EMS	Chief Kelly
Police	Assistant Chief Mills
Service	Mr. Musselman
Recreation	Mrs. Thibodeau

Old Business: None

New Business: Mr. Tracy made a motion to pay the bills of the Township with: 325 checks numbered 121267 - 121592 and 14 electronic checks numbered 594 - 608 for the total amount of \$1,149,926.77 plus payroll and payroll taxes for the week of 06/20/2015 in the amount of \$389,247.75 and payroll and payroll taxes for the week of 07/04/2015 in the amount of \$403,657.54, seconded by Mr. Schultz with all voting "AYE".

Ms. Thompson advised of the need for a Then and Now Certificate in the amount of \$15,828.03.

Mr. Schultz made a motion to adopt Resolution 2015-33 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures totaling \$15,828.03, seconded by Mr. Tracy with all voting "AYE".

Ms. Thompson presented the following personnel actions: In the Service Department Ms. Thompson recommended the Board grant employment to Mr. Eddie Prine as a part-time Maintenance Worker at a rate of \$10.72 per hour not to exceed 1499 hours per year.

Mr. Schultz moved to approve the Service Department personnel action as presented, seconded by Mr. Tracy with all voting "AYE".

In the Recreation Department, Ms. Thompson recommended the Board offer conditional employment to Mr. Glenn Kozel as a part-time Building Attendant contingent upon successful completion of a background check, pre-employment physical and drug screen.

Mr. Tracy moved to approve the Recreation Department personnel action as presented, seconded by Mr. Schultz with all voting "AYE".

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Mr. Schultz made a motion to remove firefighter/medics Daniel Cayse, Robert Moore, Jason Rooms and Jamie Williams from probationary status and increase their pay rate from \$16.18 per hour to a daytime rate of \$20.39 per hour and nighttime rate of \$17.51 per hour and to remove firefighter/medic Ryan Flake from probationary status and increase his rate from \$15.70 per hour to a daytime rate of \$19.19 per hour and a nighttime rate of \$17.03 per hour, effective immediately, seconded by Mr. Tracy with all voting "Aye".

Mr. Tracy made a motion to change the status for firefighter/medic John Anderson to move him from a volunteer to a part-time member with the Fire Department, increase his rate from \$13.47 per hour to a daytime rate of \$17.68 and a nighttime rate of \$14.80 per hour and Mr. Anderson will begin a one-year probationary period effective 8/2/2015, seconded by Mr. Schultz with all voting "AYE".

Chief Kelly requested the Board authorize him to send Lt. Glenn Bischof and Lt. Jeff Childers to the FireHouse Software Education and Training Seminar in Hollywood, Florida from September 21st through September 26th. This conference supports the fire records management system and is the only opportunity annually to have their administrators learn and talk to the FireHouse staff and administrators.

Mr. Schultz made a motion to authorize two members of the Fire Department to attend fire records management system training in Hollywood, Florida from September 21 to September 26, 2015 at a cost not to exceed \$3,900.00, seconded by Mr. Tracy with all voting "AYE".

Ms. Thompson explained the 2015 Dog Days Soccer Tournament will be held at Miami Meadows Park from August 14-16. Ms. Thompson is recommending the Board authorize the Administrator to enter into an agreement with CSA Soccer for the Dog Days Soccer Tournament accepting a fee of \$3,500.00 for the scope of services outlined in the contract.

Mr. Tracy made a motion to authorize the Administrator to enter into an agreement with CSA Soccer for the Dog Days Soccer Tournament accepting a fee of \$3,500.00 for the scope of services outlined in the contract, seconded by Mr. Schultz with all voting "AYE".

Ms. Thompson advised of an Ohio Bureau of Workers Compensation grant that would provide up to \$15,000.00 over a four year period to reimburse the Township for projects which substantially reduce or eliminate the risk of workplace injuries and illnesses through addressing health risk factors. There are no matching funds necessary. Ms. Thompson is recommending the Board adopt Resolution 2015-34 authorizing the Administrator to enter into an agreement with the Ohio Bureau of Workers Compensation for a wellness grant reimbursement of up to \$15,000.00 over the course of four years for the scope of services, outlined in the attached contract.

Mr. Schultz made a motion to adopt **Resolution 2015-34** authorizing the Administrator to enter into an agreement with the Ohio Bureau of Workers Compensation for a wellness grant reimbursement of up to \$15,000.00 over the course of four years for the scope of services, outlined in the attached contract, seconded by Mr. Tracy with all voting "AYE".

Ms. Thompson recommended the Board adopt a resolution authorizing the Administrator to enter into a contract with Roberts Engineering for engineering work for the Dry Run Road hillside erosion issue and final plans for the roadway improvements at the intersection of Sugar Camp Road and St. Rt. 131 for the new fire station. The cost of the Dry Run Road engineering work is estimated at \$9,050.00 and the Sugar Camp Road/St. Rt. 131 roadway improvements final plans is estimated at \$2,500.00.

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Mr. Tracy made a motion to adopt **Resolution 2015-35** authorizing the Administrator to enter into a contract with Roberts Engineering for the design services for Dry Run Road bank stabilization and Sugar Camp Road Fire Station for a cost of \$11,550.00 for the scope of services, outline in the attached contract, seconded by Mr. Schultz with all voting “AYE”.

Ms. Wolff noted she would like the County Engineer’s Office to be contacted regarding the Dry Run Road hillside stabilization because of the amount of work that has been previously done to Dry Run Road. Ms. Wolff wants to know if this is something that was fixed before and has failed again or is this a new slide.

Ms. Thompson explained a proposal to hire Strategic Solution to scan boxes of documents presently stored at Cintas, creating a more secure and accessible location for the files while shifting the cost simply from storage to a usable index of historical files easily accessible to staff.

Mr. Schultz made a motion to adopt **Resolution 2015-36** authorizing the Administrator to enter into an agreement with Strategic Solutions to digitize records being maintained in accordance with Ohio Records Retention law at a cost not to exceed \$5,500 annually for the scope of services outlined in the attached contract, seconded by Mr. Tracy with all voting “AYE”.

Ms. Thompson would like to table the AIM Facility Service Agreement as AIM is still working on some options for the sewer extension.

Ms. Thompson presented a contract from MSA Architects for the design services for the Sugar Camp Road Fire Station and the Township’s Law Director has reviewed the contract.

Mr. Schultz made a motion to adopt **Resolution 2015-38** authorizing the Administrator to enter into a contract with MSA Architects for the design services for Fire Station 29 at a cost of \$217,620.00 for the scope of services outlined in the attached contract, seconded by Mr. Tracy with all voting “AYE”.

Ms. Thompson advised based on staff recommendation she is recommending the Board adopt a resolution creating a “No Parking” zone on Middleton Way.

Mr. Tracy made a motion to adopt **Resolution 2015-39** creating a “No Parking” zone on Middleton Way, per the recommendation of the Police Chief, Fire Chief and Service Director, seconded by Mr. Schultz with all voting “AYE”.

Fire Chief Kelly and Assistant Police Chief Mills made a presentation regarding placing a continuation of the public safety levy on the November 2015 election ballot. The Trustees commended both departments for their presentation and their commitment to the Township.

Mr. Schultz made a motion to adopt Resolution 2015-40 declaring the necessity and proceeding to levy a 2.5 mil Safety Services continuing levy for fire, ambulance and police protection purposes, dispensing with the second reading and declaring an emergency, seconded by Mr. Tracy with all voting “AYE”.

Ms. Thompson advised Roberts Engineering has submitted a bid and contract documents allowing the Township to bid the Leming House Restroom project. Ms. Thompson is requesting the Board authorize the Administrator to advertise for bids for the Leming House restroom project.

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Mr. Tracy made a motion to authorize the Administrator to advertise for bids for the Leming House restroom project, seconded by Mr. Schultz with all voting “AYE”.

Public Comment: None

With no further business to come before the Board the meeting was adjourned at 8:24 p.m.

ATTEST: _____
Eric C. Ferry, Fiscal Officer

Mary Makley Wolff, Chairperson